

OLM

19 AUG 1988

MEMORANDUM FOR: DA Representatives, Family Day 1988

STAT

FROM: John M. Ray
Director of Logistics

SUBJECT: Family Day 1988

REFERENCE: Multiple Adse Memo from DA Reps/Family Day 88,
dated 12 August 1988, Same Subject

1. The Office of Logistics (OL) will provide all logistical support normally required for any Headquarters' special service and will coordinate the activities of Family Day with respective components. Our participation will be positive and essential.

2. OL will have special exhibits available for inspection by Family Day guests. All support requirements will be handled in house by OL personnel.

3. The Printing and Photography Building will be open to all employees and family members for guided tours from 9:00 a.m. to 1:00 p.m. There will be several unclassified handouts.

4. Facilities Management Group/OL will display the Computer Assisted Design system in room 1F69 from 9:00 a.m. to noon.

5. Other areas under OL control which will be open to the public from 9:00 a.m. to 3:00 p.m. include:

Auditorium
Cafeteria
Executive Dining Room
Exhibit Hall

6. It is presumed that the opportunity to visit the New Headquarters Building will be the highlight of Family Day this year. OL will provide support for all general functions and have qualified officers on hand for any eventuality.

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John M. Ray

OL-4090-88



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SUBJECT: Family Day 1988

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